

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: SUPPORT SERVICES

DATE: JULY 20, 2016

COMMITTEE MEMBERS PRESENT:

SUPERVISORS VANSELOW
FRASIER
MCDEVITT
WOOD
BROCK
MONTESI
LEGGETT
VACANT

OTHERS PRESENT:

KEVIN B. GERAGHTY, CHAIRMAN OF THE BOARD
BRIAN REICHENBACH, COUNTY ATTORNEY
AMY CLUTE, SELF-INSURANCE ADMINISTRATOR
PAMELA VOGEL, COUNTY CLERK
FRANK THOMAS, BUDGET OFFICER
AMANDA ALLEN, CLERK OF THE BOARD

SUPERVISORS BEATY

CONOVER

GIRARD

MACDONALD

MERLINO

STROUGH

TRAVIS WHITEHEAD, TOWN OF QUEENSBURY RESIDENT

DON LEHMAN, *THE POST STAR*

SAMANTHA HOGAN, SENIOR LEGISLATIVE OFFICE SPECIALIST

Mr. Vanselow called the meeting of the Support Services Committee to order at 10:15 a.m.

Motion was made by Mr. Montesi, seconded by Mr. Leggett and carried unanimously to approve the minutes of the previous Support Services Committee Meeting, subject to correction by the Clerk of the Board.

Privilege of the floor was extended to Amy Clute, Self-Insurance Administrator, who distributed copies of her agenda to the Committee members; *a copy of the agenda is on file with the minutes.*

Commencing her agenda review Ms. Clute presented the following request:

- 1) To extend existing contract with Rose & Kiernan, Inc. for insurance broker services, for the term commencing September 23, 2016 and terminating September 22, 2019 at a cost of \$25,000 annually.

Following some discussion, a motion was made by Ms. Wood, seconded by Mrs. Frasier and carried unanimously to approve the request and the necessary resolution was authorized for the August 19th Board meeting. *A copy of the resolution request form is on file with the minutes.*

Moving on to Informational Items, Ms. Clute advised the Budget Team had reviewed and approved the allocation of \$1,404,742 amongst the Self-Insurance Plan participants for 2017.

Privilege of the floor was extended to Pamela Vogel, County Clerk, who distributed copies of her agenda to the Committee members; *a copy of the agenda is on file with the minutes.*

Mrs. Vogel presented the sole item listed on her agenda which was for authorization to fill the vacant position of Motor Vehicle License Registration Clerk #7 (*Grade 8, Annual Base Salary \$32,238*), due to resignation.

Motion was made by Mr. Montesi, seconded by Mr. Brock and carried unanimously to approve the request and refer same to the Finance, Personnel & Higher Education Committee for reporting purposes. *A copy of the Notice of Intent to Fill Vacant Position form is on file with the minutes.*

Privilege of the floor was extended to Brian Reichenbach, County Attorney, who distributed copies of his agenda to the Committee members; *a copy of the agenda is on file with the minutes.*

Commencing the review of his agenda, Mr. Reichenbach presented the following request:

- 1) To transfer \$30,000 from Budget Code A.1420 110 (*County Attorney, Salaries-Regular*) to budget Code A.1420 130 (*County Attorney, Salaries-Part Time*).

Motion was made by Ms. Wood, seconded by Mr. Montesi and carried unanimously to approve the request and refer same to the Finance, Personnel & Higher Education Committee. *A copy of the transfer request is on file with the minutes.*

Mr. Reichenbach also announced his decision to appoint Joan Sady to the Secretary to the County Attorney position, noting that Mrs. Sady had done an excellent job thus far working in a temporary capacity.

Privilege of the floor was extended to Amanda Allen, Clerk of the Board, who distributed copies of her agenda to the Committee members; *a copy of the agenda is on file with the minutes.* Mrs. Allen noted that the current supplemental agreement to the Collective Bargaining Agreement to provide for participation by the Health Services Department on a trial basis in the Tri-City Foods Co-Op, authorized by Resolution No. 568 of 2013, had expired on December 31, 2014. She noted that as per advisements from the Public Health Department, the program had worked well and there was a desire to continue it. Mrs. Allen explained participation in this program was outside of work hours and that there was no cost or liability to the County for it; she added that both the County Attorney and the Chairman of the Board were in favor of opening participation in the Co-Op Program to all County employees. She concluded that the agenda included a request to extend the supplemental agreement to the Collective Bargaining Agreement to provide for participation in the Tri-City Foods Co-Op retroactive to January 1, 2015 and to offer participation to all County employees.

Following a brief discussion on the matter, motion was made by Mr. Leggett, seconded by Ms. Wood and carried unanimously to approve the request as presented and the necessary resolution was authorized for the August 19th Board meeting. *A copy of the resolution request form is on file with the minutes.*

As there was no further business to come before the Support Services Committee, on motion made by Mr. Montesi and seconded by Mrs. Frasier, Mr. Vanselow adjourned the meeting at 10:31 a.m.

Respectfully submitted,
Samantha Hogan, Senior Legislative Office Specialist